

Trinity County Superior Court is currently recruiting for the position of a part-time **Deputy Marshal** to coordinate and supervise security in the courthouse.

Knowledge of:

- Principles and practices of law enforcement;
- Search and seizure laws;
- Basic rules and regulations of Marshal's office;
- Pertinent laws, court procedures, arrest and custody of prisoners, care and operations of firearms and other related law enforcement equipment;
- The proper operation and care of firearms and equipment.

Ability to:

- Demonstrate keen powers of observations and memory;
- Deal effectively, professionally and responsibly with the general public;
- Analyze situations accurately and adopt effective courses of action;
- Make arrests if necessary;
- Carry out the directions of the Judge in executing court business and maintain order in the court;
- Write clear and comprehensive reports;
- Use a typewriter and/or a PC with Windows operating system;
- Understand and carry out oral and written directions, regulations and departmental policies;
- Establish and maintain cooperative working relationships with fellow employees and the general public.

Overview of the Position

The Deputy Marshal coordinates and supervises security in the Courthouse. This position reports to the Trinity Superior Court Marshal, and to the judges regarding security in the Courthouse.

Primary responsibilities include building security, courtroom and perimeter security. The Deputy Marshal ensures the safety of judges, commissioners, and court staff at all times, and also provides a safe environment for all persons using Court facilities.

Requirements

- Possession of a valid and current Basic Certificate issued by the State Peace Officers' Standards and Training Commission (POST).

- One year of experience performing duties similar to that of a Deputy Marshal I/II or Deputy Sheriff I/II in the County of Trinity or any combination of experience and education sufficient to qualify;
- Possession of a valid California Class C driver license with an acceptable driving record.
- Regular and punctual attendance is essential.
- Successful completion of a comprehensive personal background investigation, psychological evaluation, physical examination, and alcohol/drug test;
- A citizen of the United States or applied for citizenship one year prior to hire.
- Ability to lift 25 pounds;
- All Court employees must take the Oath of Allegiance.

This is a part-time unrepresented position.

Other Considerations

- A physical, drug/alcohol tests, and background investigation are required following the job offer.
- In accordance with Government Code Section 3100, Court employees, in the event of a disaster, are considered disaster workers and may be asked to respond accordingly.
- The Deputy Marshal is considered a peace officer pursuant to PC § 830.1.

Salary and Benefits

- **Base Salary:** \$25.13/hour; 20-24 hours per week.

Note: Travel expenses to appear for an interview will not be reimbursed.

Application/Selection Procedure

Candidates must complete and submit a Court application form. A resume and cover letter will be accepted in addition to, but not as a substitute for, the completed application form. Incomplete applications will not be processed. It is not acceptable to complete the application with statements like, "See/refer to resume" or "See attached." A qualifications appraisal committee will review applications and only the best-qualified candidates will be invited for an oral and/or written examination; a writing sample may be requested. Meeting the announced requirements does not guarantee inclusion into the selection process.

The Superior Court of California, County of Trinity is an **Equal Opportunity Employer**. Arrangements may be made to accommodate applicants with disabilities by informing Human Resources in writing or by telephone at the time of application.

Submit application materials to:

Trinity County Superior Court
Human Resources Division
P.O. Box 1258
Weaverville, CA 96093

Phone for an application at (530) 623-1369, pick up an application at the above-noted address, or visit our Web site at www.trinity.courts.ca.gov.

Applications will be accepted until **5:00 p.m., Friday, October 23, 2009**, in the above-noted office. **Faxes, e-mails, and postmarks will not be accepted.**

About Trinity County

The Superior Court of California, County of Trinity, is located in the northernmost part of the state and encompasses approximately 3,200 squares miles of rugged terrain steeped in the rich history of the California gold rush. The County takes its name from the Trinity River. The Trinity Alps primitive wilderness area is situated in the northern portion of the county.

The population of the County is approximately 13,000.

The Superior Court of California, County of Trinity, is served by two (2) judges, one (1) court executive officer, one (1) family court mediator, and thirteen (13) employees.

EQUAL OPPORTUNITY EMPLOYER

Trinity County Superior Court
Human Resources Division
Post Office Box 1258
Weaverville, CA 96093

SUPERIOR COURT OF THE STATE OF CALIFORNIA COUNTY OF TRINITY

INVITES APPLICATIONS FOR



DEPUTY MARSHAL (COURTHOUSE SECURITY)

**\$25.13/Per Hour
Part-Time Position
20 - 24 Hours Per Week**

Final Filing Date: October 23, 2009